

STATE OF NEW MEXICO)
CITY OF CLOVIS) ss.

The Clovis-Carver Library Board met in regular session at 5:30 p.m., Monday, February 7th, 2022 in the North Annex, Clovis-Carver Library, 701 N. Main, in full conformity with the laws of the State of New Mexico and the ordinances and resolutions of said city with the following members present:

Mayor Pro Tem Chris Bryant, Chairman
Kathy Ollom
County Commissioner Robert Sandoval
Ann Shuckman
Shelley Winn
Leigh Willmon
Michael Lusk

ABSENT:

Claudia Cordova
Ella Howalt
Alex White
Laura Wight

ALSO PRESENT:

Margaret Hinchee, Library Director
Vicki Reyes, Assistant City Clerk
Claire Burroughes, Assistant City Manager

Mayor Pro Tem Bryant called the meeting to order at 5:33 p.m. and established the presence of a quorum.

Agenda Item No. 3 – Approval of minutes of October 21, 2022

Mr. Lusk made a motion to approve the minutes of October 21, 2022 as presented; Ms. Shuckman seconded the motion, which passed by acclamation.

Agenda Item No. 4 – Update regarding the 2022 memorial scholarships

Ms. Hinchee advised after the tragedy in August 2017, in which two library staff members' lives were taken, a total of \$60,000 was donated to the Chamber of Commerce and placed in a victim aid fund for the victims and their families. \$29,160 went towards memorial scholarships, community commitments, and oil paintings of Krissie Carter and Wanda Walters.

Students were given the chance to apply each spring through their high school guidance office. A panel then reviewed the applications and awarded the scholarship based on grade point, school activities, extra-curricular activities, and present and future goals. \$2,000 each was awarded in the spring of 2019, 2020 and 2021 to graduates from the five schools districts located in Curry County. After 3 years of dispersing these funds, a balance of \$3,000 remains. The final two scholarships, both \$1,500 will be awarded this spring.

Agenda Item No. 5 – Annual discussion and recommendation regarding Clovis-Carver Library Policies

Ms. Hinchee advised each January, the Library Board has a chance to review and recommend changes to the Library Policy Manual. The first suggested change was on page 67, Rule 1: “Smoking (including electronic cigarettes), eating and drinking anything other than bottled water are not permitted in the library.” She would like to amend this to read “Smoking (including electronic cigarettes), eating and drinking anything other and bottled water are not permitted in the Common Areas of the library. Food can be taken into the library if the patron(s) is using of the study carrels. Anyone violating this rule will be asked to leave the library.

The second recommended change was on page 57, Rules Governing Conduct of Patrons of the Clovis-Carver Public Library, #6, “With the exception of guide dogs and therapy animals, no animals are permitted in the building. Pets cannot be left outside unattended, including leashed animals.” Following the ADA guidelines, she would like to add the following sentence: “If it is not obvious what a service animal provides, only limited inquiries are allowed. Staff may ask two questions: 1. Is the dog a service animal required because of a disability? and 2. What work or task has the dog been trained to perform? If the patron can answer one of these questions correctly, the animal will be allowed to stay with the patron. The ADA makes it very clear that “comfort” dogs are not service or therapy dogs. If the patron answers one of the above stated questions with something similar to “The dog keeps me calm”, this person would be asked to leave the library with their dog and informed that they can return without the support animal.

Mr. Lusk made a motion to amend the suggested sections and to the City Commission for approval; Commissioner Sandoval seconded the motion, which passed by acclamation.

Agenda Item No. 6 – Reports

Community reports

Ms. Winn advised AARP has put a lot of restrictions on them. They are by appointment and everyone are required to be masked. They will work until April 14th. They are doing walk ins on Tuesdays and Thursdays only. Citizens can call 575-347-1951 to schedule an appointment.

Librarian’s Report

Ms. Hinchee advised in October she and Ms. Barbara Riggan were in charge of United Way contributions for the City of Clovis and were able to bring in \$10,000 in contributions and \$500 from a spaghetti dinner that was held.

In November they hosted the flag ceremony for a Vietnam Flag from former Commissioner Rube Render.

They are still working on the 2018 GO bond that has to be completed by the end of March. They have \$43,000 remaining, however they purchased a new LED sign that arrived last Thursday and it will be installed in the next week or so, that cost around \$31,000. They are going to purchase new paper cutters, a digital copy of the ENM News, and a serial module to catalog magazines with the remaining monies. The 2020 GO Bond will be allocated in April and is \$65,000. This

has to be used for things to help the patrons. The 2022 State Grants and Aid is \$9,700. These funds can be used for staff development, equipment, collection or other operational expenditures associated with the delivery of library services.

The friends of the library helped with the Christmas Open House. They had tremendous showing with Santa and Mrs. Clause and served 490 cups of cocoa to people before the parade. They are having a book sale right now for Valentine's Day and will have another one in a week with murder/mystery books.

The NM State Library requires three documents to be updated every year: a Collection Development Plan, a Strategic Plan and a Community Vision and Assessment Plan. Ms. Hinchee will be revising the Community Assessment Plan this spring and the Strategic Plan will be updated in 2023.

Agenda Item No. 7 – For the good of the order

Mayor Pro Tem Bryant asked where they were on the landscaping project. Ms. Hinchee advised with COVID, it became harder to find people to do the work so she scaled back the project.

Mayor Pro Tem Bryant advised the next meeting would be on Monday, April 25, 2022.

Agenda Item No. 8 – Adjournment

There being no further business to come before the board the meeting adjourned at 6:00 p.m.